

California State University, Long Beach Research Foundation Employment Opportunities

Working Title:	CalSWEC Child Welfare Instructor
Payroll Classification:	Extended Education Specialist III
Department:	CalSwec Program/School of Social Work
Status:	Full Time Benefited (Exempt)
Posting Date:	November 29, 2018
Position Number:	#2440

ESSENTIAL JOB FUNCTIONS:

The California Social Work Education Center (CalSWEC) is a federally funded program under Title IV-E of the Social Security Act. CalSWEC facilitates and supports statewide partnerships for the education and training of social workers. The CalSWEC Training Program provides professional education and support through the Title IV-E stipend program to graduate and undergraduate social work students preparing for work with the area of public child welfare. Under the direction of the CalSWEC Project Coordinator, the CalSWEC Child Welfare Instructor assists with the oversight and implementation of activities in the CalSWEC internship program with both non-public child welfare partnership agency and public child welfare agency settings. A primary purpose is to prepare MSW students for employment with the public child welfare agency within the state of California. Key responsibilities include:

- Recruit, select and monitor field placements for CalSWEC students.
- Monitor job search efforts of CalSWEC students.
- Provide consultation to field instructors and preceptors around development, implementation and teach strategies for fieldwork experiences.
- Maintain linkages between students, agency instructors and faculty in insure integration of classroom and field learning.
- Teach one required course (i.e. field education seminar, child welfare, etc.) per semester (i.e., fall, spring, summer) as mandated by CalSWEC contract.
- Participate in the identification, outreach efforts, evaluation and development of community field placement sites for CalSWEC students.
- Assist with the development and provision of training seminars for CalSWEC field instructors and students; teach field instructor orientation and training courses, and provide in-county agency coaching and mentoring groups for field instructors.
- Assist with the development of content to implement CalSWEC Child Welfare Competencies in academic courses and field practicum experiences.
- Participate in field sequenced and School of Social Work standing committees.

This position is employed through the CSULB Research Foundation. Employment is at-will. This position is restricted to the conditions set forth in the grant. Ongoing employment is contingent upon continual renewal of grant monies and availability of funds.

EDUCATION, SKILLS AND ABILITIES:

- MSW degree from a Council on Social Work Education (CSWE) accredited Social Work program required.
- Functional knowledge of Child/Family issues and Child Welfare programs.
- Three years of experience as a field instructor or field coordinator.
- Two years of teaching experience at the university level or comparable agency/organization training experience required.
- Four years of post MSW practice experience in progressively responsible administrative positions required.
- Demonstrated competence in collaborative work with diverse student populations and cross-cultural practice community.
- Knowledge of local social service agencies preferred.

Must be able to accept constructive criticism, prioritize workload, be professional, interact positively with others and possess a friendly and outgoing personality. Regular attendance required.

POST OFFER BACKGROUND CHECK REQUIREMENT:

A post offer background check (including a reference and criminal records check) must be completed and the individual cleared before any candidate can start work with the CSULB Research Foundation. No information will be required prior to the offer of employment. Once an offer of employment is made, failure to complete the background check and receive clearance may affect the application status of individuals and/or continued employment of a current CSULB Research Foundation employees who has applied for a new position.

SALARY: \$2,830.07 - \$3887.87 per pay period (24 pays annually) (Exempt)

FILING DEADLINE: Open Until Filled

APPLICANT PROCEDURE:

Interested individuals should forward their cover letter, resume and completed employment application referencing position to CSULB Research Foundation, 6300 State University Drive, Ste. 332, Long Beach, CA 90815 or visit our web site at www.foundation.csulb.edu for [e-mail instructions](#). A separate application is necessary for each job opportunity posting. It is the responsibility of the applicant to clarify on their application their ability to perform the job for which they are applying. Individuals requiring a reasonable accommodation in order to apply for this position should provide necessary information to the Director of Human Resources. Additionally, individuals invited to interview for this position should inform the Director of Human Resources at the time of invitation, of any requirements for a reasonable accommodation.

NOTICE:

The CSULB Research Foundation does not discriminate on the basis of sex in its employment as required by Title IX of the Education Amendments of 1972, as amended, and Section 86.9 of the administrative regulations adopted by the Department of Education pursuant thereto, nor does it discriminate on the basis of race, color, religion, national origin (including language restrictions), sex (pregnancy or gender), sexual orientation, marital status, age, disability (mental and physical, including HIV and AIDS), ancestry, medical condition (cancer/genetic characteristics), denial of family and medical care leave, denial of pregnancy disability leave or reasonable accommodation or veteran's status (including Vietnam-era veterans) as required by other federal/state non-discrimination statutes, related administrative regulations and executive orders. Individuals selected for employment must provide proof of identity and employment eligibility as prescribed in Title 8, United States Code, and Section 132A. We are an Equal Opportunity, Affirmative Action, and Title IX Employer. The CSULB Research Foundation is a 501 (c) (3) corporation that exists solely to support and advance the mission of CSULB. Employment with the CSULB Research Foundation rests solely with the CSULB Research Foundation and provides no rights or benefits of employment or any other kind, with any other organization. This includes, but not limited to; California State University Long Beach, the State of California, or the sponsoring agencies of any programs administered by the CSULB Research Foundation.

Please read and complete voluntary **Affirmative Action Information Form** below.

Submit with resume/application to CSULB Research Foundation HR.

AFFIRMATIVE ACTION INFORMATION FORM

To the extent we are subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974 or section 503 of the Rehabilitation Act of 1973, we comply with requirements to take affirmative action regarding qualified individuals with a disability, special disabled veterans, and veterans of the Vietnam era or other covered veterans. If you come within any of those categories, and would like to be included in our affirmative action program, you may tell us now or at anytime in the future. We also invite you to tell us now, or at anytime in the future, about any reasonable accommodations that you believe we could make which would better enable you to perform the essential functions of the job properly and safely.

Submitting this information is voluntary. Providing it or declining to provide it will not affect your employment in any way. The information will be used only in ways consistent with the law. It will be kept confidential, except that it may be used to determine necessary accommodations and to inform first aid/safety personnel or government officials enforcing applicable laws.

1. Name: _____

2. You may check any items applicable to you:

Disabled - Anyone having any physical or mental impairment, which substantially limit one or more major life activities.

Special Disabled Veteran - Veteran entitled to VA-administered disability compensation, or discharged from active duty because of a service-connected disability, for a disability rated at 30% or more, or rated at 10-20% where the VA has determined the veteran to have a serious employment handicap.

Vietnam Era Veteran - Anyone who served more than 180 days active duty and was discharged with other than a dishonorable discharge, or anyone discharged from active service for a service connected disability, if any part of such active duty was in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or between August 5, 1964 and May 7, 1975 in all other cases.

Other Protected Veteran - Anyone who served more than 180 days active duty and was discharged with other than a dishonorable discharge, or anyone discharged from active service for a service connected disability, if any part of such active duty was in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or between August 5, 1964 and May 7, 1975 in all other cases.

Other Protected Veteran - Veteran who served on active duty during a war or in a campaign for which a campaign badge has been authorized. List of eligible campaigns can be found at www.opm.gov/veterans/html/vgmedal2.htm. Also, veteran who, while on active duty, participated in a military operation for which an Armed Forces Service Medal was awarded pursuant to Exec. Order No. 12985.

Newly Separated Veteran - Veteran who served on active duty and was discharged or released within the last three years.

3. If you checked Disabled or Special Disabled Veteran, you may identify any reasonable accommodations we could make that would better enable you to perform the essential functions of the job properly and safely.

Signature: _____

Date: _____